

20<sup>th</sup> May 2020

Dear Students and Parents / Carers

This week the Department for Education has laid out their plans for the reopening of schools and colleges across the country. I am sure you are aware the initial phase is for Primary children in Foundation, Year 1 and Year 6 to start back at school as of 1<sup>st</sup> June. The plan also includes a direction for Year 10 and Year 12 students. The proposal is for face to face support for these year groups due to them taking examinations next year.

We have been overwhelmed at how our students have accommodated the reality of digital and remote learning through often challenging circumstances. Their self-management of the working day is a credit to them and yourselves in your support of their education. We propose to implement the following over the coming weeks as we move into the next phase of their A-level education.

After May half term, we will be issuing a report based on how well your son or daughter has adapted to remote learning and provide a comment which will offer feedback to you on how they are progressing.

Within the Government guidelines, there is no definition prescribing what face to face support should be and at present the safety and wellbeing of all students, their families along with our staff is our priority. Therefore, we propose to initiate the following:

Tutors will be getting in touch with their tutees after half term via email to have a catch up with students regarding their wellbeing, experience of home learning. Some students will be invited in to meet senior leaders for a face to face meeting to further support their home learning experience.

Furthermore, we will be holding 'Academic Review Appointments'. These will be subject specific providing an opportunity for students to have a face to face consultation with each of their subject teachers. This will allow us to review student learning and help us to carefully plan the next steps for our teaching and interventions for when a fuller reopening of the college is possible. Timings and arrangements will be communicated after half term with your son or daughter.

There will be no 'gathering' of students in college. For students who come into college for their appointments we will be following strict social distancing protocols. For further information on this please see the attached information sheet titled '**Keeping Safe**'.

During the next half term, we will also be launching our guidance to all students for Post 18 progression. Mrs Roberts will be setting weekly tasks through our 'Unifrog Platform' and this will include support for students in the preparation of their UCAS personal statements and CV writing. Please remember that parents can also access the 'Unifrog Platform'. We will also post a recorded webinar information session to parents later in June regarding university and apprenticeships. This will replace our calendared evening in June where we normally inform parents how we support students with their Post 18 plans.

Our absolute focus is to continue to provide high quality resources and remote learning to all of our students until we are in a position to open safely under recommended guidance and direction from the Government. We have been successful in our delivery to students so far because of their familiarity with the use of TEAMS, Unifrog, self-discipline and overall work ethos. Our experience in offering A-level study and Post 18 guidance allows us to be confident in how we are currently delivering the curriculum.

It is plain that what has been described in this letter does not conform to 'normal' schooling as we have all known it in the past. Nevertheless, we will do our very best to support your child's learning and ensure they receive the very best education possible. The school, as always, relies upon your active support during this difficult and challenging period.

In our ever-changing world and amidst the fast flow of information generated, we know there will be a period of prolonged change. Please be reassured that we are working hard to ensure that we are doing everything we can for a swift and safe return to college. We appreciate your patience and understanding of the difficulties we face in response to an unpredictable situation we are all facing.

If you have any concerns or questions, please contact the school through our website or by telephone/email.

Thank you for your continued support and feedback.

Yours sincerely

A handwritten signature in black ink, appearing to read 'K. Johnson', with a stylized, flowing script.

**Kirstie Johnson**  
**Head of College**

Enc

## Keeping Safe

The trust requires schools to follow **procedures that ensures all are safe in every school environment** at all times during Phase One (1<sup>st</sup> June – 28th June 2020). As you will be aware this is an area of contention with schools caught up in the centre of a debate over scientific evidence of what is safe. This is a very challenging area for everyone, but especially so for families and staff. To maintain any level of effective separation, face to face contact between student and teacher will be the preferred method of communicating. This will **ensure minimal social contact**. Full classes will not presently be possible. Each space allocated to teachers for their consultations with students will be given a deep clean before learners arrive for their arranged meeting and after they have left. Upon entering the college learners will be required to use hand gel to reduce any possible transmission of the Covid-19 virus.

**Learners may wish to wear a face mask or a similar face covering but, if they do, their families will need to provide this.** Our current dress code is in line with a newly adopted dress down code undertaken by other trust schools. Please ensure that **learners to wear top that is easily washable**, e.g. a T-shirt/Polo shirt. The government recommends that where there has been social contact with others, the person should wash their clothes and they should shower or take a bath. We ask everyone to support this guidance to keep everyone as safe as we possibly can.

If your child is **feeling unwell**, please **DO NOT SEND THEM TO SCHOOL**. We appreciate this can be a difficult assessment to make but, for the time being, we need, and we ask you, to act with caution and, if in doubt, please keep them away from school for the sake of the safety of their fellow learners and the staff. If any learner begins to present with symptoms that indicate they are unwell they will be sent to the school's medical centre and parents/carers will be asked to collect them immediately.

**There will be no catering provision for the remainder of this term.** Learners are asked to bring their own drinks and snacks. This includes water as our fountains will not be in use.

**Toilet facilities will be open** and regularly cleaned during the school day. Once again, we will permit learners to use the facilities in small numbers to preserve social distancing, avoid accidental contact and keep everyone as safe as possible.

Getting to and from school is a critical area of concern for schools as the risk of social distancing rules being forgotten or ignored is greatly enhanced. Where a learner walks to school we ask parents/carers to issue clear guidance.

We ask that every learner act and behave in a socially responsible manner and respects the guidance our school has set out governing conduct and behaviour. We will contact parents/carers if we have concerns regarding any student's behaviour.